



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

FIA INFORMATION MEMO

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TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
ASSISTANT DIRECTORS OF ADMINISTRATION / FINANCE OFFICERS
DEPUTY / ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF
HEALTH OFFICERS
LOCAL HEALTH DEPARTMENT ELIGIBILITY STAFF

FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR, FIA *Rosemary Malone*
DEBBIE RUPPERT, EXECUTIVE DIRECTOR DHMH/OES *Debbie Ruppert*

RE: ACCELERATED CERTIFICATION OF ELIGIBILITY (ACE) PROCESS

PROGRAM AFFECTED: MEDICAL ASSISTANCE PROGRAM

ORIGINATING OFFICE: OFFICE OF PROGRAMS

SUMMARY:

The Accelerated Certification of Eligibility (ACE) process introduced in 2009 prioritized the procedures for processing Medicaid applications for pregnant women. The procedures in Action Transmittal 10-09 assist the State in meeting the Governor's strategic goal to reduce infant mortality in Maryland. Processing these applications timely helps pregnant women enroll in Medicaid and get access to prenatal care as soon as possible.

The Department of Health and Mental Hygiene and the Department of Human Resources issued A.T. 11-12 to clarify the ACE process in December 2010. ACE must be used to give accelerated eligibility to pregnant women whose applications have insufficient information to allow an immediate final determination of eligibility. We must make every effort to comply to make sure pregnant women get the health care they need as early as possible in the pregnancy. Following the ACE process also helps reduce negative findings when yearly audits are conducted reviewing Medicaid eligibility determinations performed by the LDSS, LHD and DHMH offices.

When the case manager has all the information and documentation required to make a final determination on the day the pregnant woman applies, the eligibility determination **must be made that day or within 10 days**. In instances where there is insufficient

information to make a final determination, the case manager must ACE the application for 90-day certification. Pend the case in CARES, complete the ACE worksheet and forward the certification to Division Recipient Eligibility Programs (DREP) so that eligibility is temporarily established in MMIS. Then, collect the information needed and make a final determination for MA eligibility within 30 days. **Reminder: applicants are not required to provide proof of pregnancy or verify due date (EDC) and citizenship can be verified on SVES, so neither of those requirements should hold up the processing of a final determination.**

The procedures for processing an MA application for an **undocumented pregnant woman** described in Action Transmittal 09-41 remain unchanged. An ineligible or illegal pregnant immigrant will be able to apply and be determined eligible for MA in the X02 coverage group at the LDSS or LHD **before** the birth of the child. There has been no change in policy regarding covered services. An illegal or ineligible woman will be eligible for MA coverage of **labor and delivery services only**. If determined eligible for MA, she will receive a letter, but no card will be issued.

INQUIRIES

Please direct MA policy questions to the DHMH Division of Eligibility Policy at (410) 767-1463 or 1-800-492-5231 (select option 2 and request extension 1463) and CARES questions to Debbie Simon at (410) 238-1363.

cc DHR Executive Staff
 FIA Management Staff
 Constituent Services

DHMH Executive Staff
DHMH Management Staff
DHR Help Desk